

BOARD OF TRUSTEES OF HARRISON TOWNSHIP
LICKING COUNTY, OHIO
MINUTES OF MEETING APRIL 4, 2011

The Harrison Township Trustees met in regular session on April 4, 2011 at the Township Administration Building. The meeting was called to order at 6:00 p.m. by the Chairman, Larry Kretzmann and he led those present in the Pledge of Allegiance. The Fiscal Officer called the roll, and the following members and guests were present:

Chairman	Larry Kretzmann
Trustee	Mark Van Buren
Trustee	Eric Smith
Fiscal Officer	Carolyn Elder
Road Superintendent	Ben Patterson
Zoning Inspector	Tom Frederick
Guest	Frank Shortridge
Guest	Tony Sharp, 77 Millstone Circle
Guest	Charles Bethel, 21 Gristmill Court
Guest	Steve Killebrew, Ellington Village
Guest	Mary Lou Fairall, SWLCWSD
Guest	Bob Stacoffe
Guest	Ray Foor
Guest	David Addis, 5721 Blacks Road, Pataskala
Guest	Drake Addis
Guest	Alan Green, Pataskala Standard
Guest	Dwight Gibson
Guest	Doug Smith
Guest	Greg Cotterman, JBA Architect

From the floor – David Addis and son Drake Addis

David Addis inquired as to the interest of the Trustees in his son completing an Eagle Scout Project in the playground/park area this summer. The Trustees advised Drake to prepare a proposal and return for review. All are interested in the project.

From the floor – Bob Stacoffe

Bob explained the new e-mail registration program on www.hartwp.com and its success.

From the floor – Mary Lou Fairall, SWLCWSD

The district received \$735,519.21 from the county auditor in assessments. URS will do a 208 plan.

From the floor – Frank Shortridge

Mr. Shortridge asks who is in charge of the severe weather sirens and Emergency Management, Jeff Walker is in charge. His concern was that inside Kirkersville Elementary School the siren could not be heard. Trustee Van Buren explained that the sirens are made to warn people who are outside of buildings to move inside.

From the floor – Tony Sharp

He stated that the surveys have been completed on the T turns in Harrison Trace.

From the floor – Ray Foor

Ray Foor wanted each Trustee to respond to the following: what is the plan for the new township hall, have they considered adding it to the garage to save money and when residents voted for this issue the ballot stated that the building was deemed necessary.

Trustee Smith expressed that the back building was not considered for use and the plan for the new building would be for a meeting hall, offices, records retention and storage space.

Trustee Van Buren expressed that records should be kept in fireproof areas which are not in the plans. Van Buren went on to say the use would be office space and a meeting room and that he would not vote to bid this project.

Trustee Smith said the intent for community groups to use the building was discussed.

Trustee Van Buren expressed that it was discussed but not designated for that use.

Trustee Kretzmann stated that it would be an improvement over the current site and be handicap accessible. It is a good time to bid a project and Kretzmann would vote to proceed.

From the floor – Alan Green

Mr. Green is a reporter from the Pataskala Standard and introduced himself.

From the floor – Steve Killebrew

Steve Killebrew inquired about meeting agendas. He ask if a permit would be needed for community groups to use the new township hall because Ellington Village would be interested. Trustee Van Buren expressed a need to obtain council from the county prosecutor. He inquired about contracting with the Licking County Sheriff and Mark has not heard back from them.

From the floor – Mary Lou Fairall, West Licking Historical Society

The Depot will be open for the primary election on May 3, 2011 for all to visit.

Zoning Report – Tom Frederick, Zoning Inspector

March zoning fees total was \$2,203.25. Mr. Frederick passed out a rezone packet to the board.

From the floor – Doug Smith

Mr. Smith mentioned that Licking County is looking into the possibility of offering townships the ability to use the county's health insurance. He stated that the Licking County Engineer will retire later this year.

Road Report – Ben Patterson, Road Superintendent

Mark Van Buren moved to approve a purchase order for \$49,675.11 to John Deere Company to purchase a new 6230 Cab Tractor on the DAS state contract. Eric Smith second. Roll call: Kretzmann YES, Van Buren YES and Smith YES.

Motion passed.

Mark Van Buren moved to advertise for bids for Harrison Township Crack Seal Project, with bids opened on May 2, 2011 at 7:00 p.m. There is a maximum of \$85,000.00 approved for the project. Eric Smith second. Roll call: Kretzmann YES, Van Buren YES and Smith YES.

Motion passed.

Paving bids were discussed and work should be completed between July 1st and September 1st. Harrison Trace will be an option once the township has possession of the roads. Ben will obtain paperwork.

Eric Smith moved to approve \$288.00 to Sayre Heating and Cooling to clean and service three units. Mark Van Buren second. Roll call: Kretzmann YES, Van Buren YES and Smith YES.

Motion passed.

Eric Smith moved to approve \$3,000.00 for mosquito spraying for this summer to the Licking County Health Department. Mark Van Buren second. Roll call: Kretzmann YES, Van Buren YES and Smith YES.

Motion passed.

Eric Smith moved to approve \$1,200.00 to Parsons Trucking LLC. for playground mulch. Mark Van Buren second. Roll call: Kretzmann YES, Van Buren YES and Smith YES.

Motion passed.

Mark Van Buren moved to approve \$50.00 registration and any other necessary expenses for Ben Patterson to attend the Frank Gates University Seminar – Your Workers’ Comp Roadmap on May 10, 2011. Eric Smith second. Roll call: Kretzmann YES, Van Buren YES and Smith YES.

Motion passed.

New Township Hall – Presented by Greg Cotterman, JBA Architects

The Licking County Prosecutor has reviewed and approved the bid packets. Mr. Cotterman reviewed the cost projection for the Harrison Township Hall on the new site. Discussion about records retention took place. An emergency backup plug for the township’s generator is included.

Trustee Smith stated that Harrison Township is lagging behind in having a community building and that we are the third fastest growing township.

Trustee Van Buren stated that we need a vision for the future and now is not the time to spend general fund money.

Trustee Kretzmann stated that the best cost prices could be utilized now.

Trustee Van Buren ask if the bid will go over \$415,000.00 and that the community was misled.

Trustee Kretzmann responded that the township placed the issue on the ballot for a vote.

From the floor – Doug Smith

Doug Smith stated that the township complex property was financed for 9 years with PNB and that options are available at the township’s disposal.

Eric Smith moved a motion to move forward and advertise for bids to build a new township hall. The motion further states to advertise the following:

Base Bid – 3338 SF Plan Brick/Siding	\$402,194.00	
Alternate 1 – 3570 SF Plan Brick/Siding	\$ 27,953.00	\$430,147.00
Alternate 2 – 3338 SF Plan Full Brick	\$ 13,070.00	\$415,264.00

Alternate 3 – 3570 SF Plan Full Brick	\$ 41,931.00	\$444,125.00
Alternate 4 – Cost To Deduct Asphalt	\$ (11,000.00)	\$391,194.00
Alternate 5 – Cost To Use Foam Insulation	\$ 4,000.00	\$406,194.00

Bids will be received until 1:00 p.m. April 29, 2011 at which time they will be opened and publicly read aloud. Contract Documents are available for purchase from Arc Columbus, 374 West Spring Street, Columbus, Ohio for a non-refundable cost of \$70.00 per set, plus shipping. Larry Kretzmann second. Roll call: Kretzmann YES, Van Buren NO and Smith YES.

Motion passed.

Eric Smith moved to approve a purchase order for building permits from the Licking County Building Code Department, billed through JBA Architects, not to exceed \$2,000.00 for the new township hall. Larry Kretzmann second. Roll call: Kretzmann YES, Van Buren NO and Smith YES.

Motion passed.

There will be a pre-bid meeting for the new township hall on Monday, April 18, 2011 at 10:00 a.m.

Larry Kretzmann moved to approve a then and now purchase order to JBA Architects for \$14,560.00. Eric Smith second. Roll call: Kretzmann YES, Van Buren YES and Smith YES.

Motion passed.

Other Business:

The township renewal insurance policy was reviewed.

The Fiscal Officer notified the Trustees that a full time road employee has added a child to his dental plan (effective 3/1/11) and health insurance (effective 3/1/11) coverage. The employee will pay all premiums associated with the child’s coverage. The township will not cover any of the additional cost.

The Fiscal Officer shared the Local Government Funds projection based on the proposed state budget. Harrison Township is estimated to receive \$25,315.79 in 2011, \$18,986.84 in 2012, and \$16,274.44 in 2013. The township received \$28,932.33 in 2010.

Mark Van Buren moved to advertise for a new part time road maintenance assistant position for the township, Class A CDL required. Eric Smith second. Roll call: Kretzmann YES, Van Buren YES and Smith YES.

Motion passed.

The Fiscal Officer read various pieces of correspondence and passed out Financial Reports for The Trustees to review.

Eric Smith moved to approve the minutes from the March 15, 2011 special meeting with no corrections and approve to pay mid-month payroll 10787 through 10790 and payroll and bills warrants 10791 through 10839 as well as DD4. Mark Van Buren second. Roll call: Kretzmann YES, Van Buren YES and Smith YES.

Motion passed.

Eric Smith moved to approve \$10,000.00 to JBA Architects for architectural services for the new township hall. Mark Van Buren second. Roll call: Kretzmann YES, Van Buren YES and Smith YES.

Motion passed.

The Trustees discussed an issue on Palmer Road.

Being no further business, Chairman Larry Kretzmann adjourned the meeting at 8:47 p.m. The minutes are unofficial until approved by the Trustees.

Respectively Submitted,

Carolyn I. Elder
Harrison Township Fiscal Officer